



WASHINGTON STATE PARKS & RECREATION COMMISSION
FINANCE AND CONTRACTS

CONTRACT OPPORTUNITY

REQUEST FOR PROPOSAL

PROPOSALS WILL BE ACCEPTED FOR THE FOLLOWING:

MOUNT SPOKANE STATE PARK - FOREST HEALTH ASSESSMENT AND PRESCRIPTIONS

The Washington State Parks and Recreation Commission (State Parks) is seeking consultant services to conduct a forest health assessment and create a forest plan, including prescriptions ready for field application in selected areas of Mount Spokane State Park.

LOCATION:

Located 25 miles northeast of Spokane, Washington on Highway 206

ESTIMATED BID RANGE: (If applicable) Unknown	BIDS ACCEPTED THROUGH: 5:00PM	DAY: Friday	DATE (MM/DD/YYYY): 09/08/2006
NA: TIME: DAY: DATE: AT:			

VOLUNTARY MWBE GOALS: The following voluntary numerical MWBE participation goals have been established for this invitation: MBE 8% WBE 4%

These goals are voluntary, but achievement of the goals is encouraged. However, unless required by federal statutes, regulations, grants, or contract terms referenced in the contract documents, no preference will be included in the evaluation of bids, no minimum level of MWBE participation shall be required as a condition for receiving an award or completion of the contract work, and bids will not be rejected or considered non-responsive on that basis. Bidders may contact OMWBE at (360) 753-9693 to obtain information on certified firms.

The State reserves the right to accept or reject any or all proposals and to waive informalities.

The Washington State Parks and Recreation Commission is an affirmative action, equal opportunity employer. The successful bidder must abide by the Affirmative action and Equal Employment Opportunity policies of the Washington State Parks and Recreation Commission.

Sites may not be fully accessible to people with disabilities. Please contact the Commission at the phone numbers below at least five days prior to the scheduled dates if special accommodations are required for your attendance.

PROJECT INFORMATION AVAILABLE FROM:

Washington State Parks and Recreation Commission
Stewardship Service Center
Attn: Robert Fimbel, Chief, Resources Stewardship
7150 Cleanwater Drive SW, Olympia WA 98504-2650
Phone: (360) 902-8592
OR e-mail: robert.fimbel@parks.wa.gov
Telecommunication Device
For the Deaf Number: Operations (360) 664-3132

FOREST HEALTH ASSESSMENT AND PRESCRIPTIONS MOUNT SPOKANE STATE PARK SEPTEMBER 2006-JUNE 2007

Date: August 24, 2006

To: Interested Parties

From: Robert Fimbel, Chief, Resources Stewardship

Subject: MOUNT SPOKANE STATE PARK
FOREST HEALTH ASSESSMENT AND PRESCRIPTIONS
Request for Proposals

The Washington State Parks and Recreation Commission (State Parks) is seeking consultant services to conduct a forest health assessment and create a forest plan, including prescriptions ready for field application in selected areas of Mount Spokane State Park.

Request for Proposals (RFP):

The Washington State Parks and Recreation Commission (WSPRC) proposes to reduce fuel levels and the potential for catastrophic wildfire, while improving the forest health condition and the habitat it supports, in the 13,315 acre Mount Spokane State Park. The project will involve the delineation of forested stands in select areas of the park; undertaking a survey to assess wildfire fuel characteristics and select wildlife habitat and vegetation association attributes in each stand; analyzing the findings of the survey as they pertain to wildfire risk and habitat quality; developing prescriptions for each stand; and, compiling this information into a forest plan that promotes healthy forest habitats and a significant reduction in the risk of crown fires. The prescriptions should be ready for field application. Activities are expected to begin late summer 2006 and conclude June, 2007.

Questions regarding this RFP:

Please contact Robert Fimbel, Chief, Resources Stewardship, at robert.fimbel@parks.wa.gov, or telephone at (360) 902-8592.

Background Information:

The Washington State Parks and Recreation Commission (WSPRC) proposes to reduce fuel levels and the potential for catastrophic wildfire, while improving the forest health condition and the habitat it supports, in the 13,315 acre Mount Spokane State Park. The project will involve the delineation of forested stands in select areas of the park; undertaking a survey to assess wildfire fuel characteristics and select wildlife habitat and vegetation association attributes in each stand; analyzing the findings of the survey as they pertain to wildfire risk and habitat quality; developing prescriptions for each stand; and, compiling this information into a forest plan that promotes healthy

forest habitats and a significant reduction in the risk of crown fires while optimizing the habitat for wildlife. Activities are expected to begin late summer 2006 and conclude June 2007.

Project Goals:

The goal of the project is to protect and enhance the health of the Mount Spokane State Park's forested lands. Specifically, the project seeks to:

- create a forest mosaic rich in structure and vegetation diversity, where the vast majority of stems are healthy;
- reduce the risk of catastrophic wildfire;
- protect and create habitat for a diversity of native plants and animals;
- protect cultural resources of statewide or regional significance;
- provide a safe and aesthetically pleasing environment for visitors; and,
- inform the public of these forest health efforts.

Project Description:

THE PROJECT AREA

Approximately 45% of the park has been identified as containing priority areas for forest health treatments (Figures 1a and 1b). These areas have been delineated using existing roadways, trails, ridgelines, and park boundary lines. Prospective contractors are requested to submit their proposals with several options:

Option 1. actions, timelines and costs to conduct all work (delineation, surveys, analysis, prescriptions, and plan) in treatment Areas 1a and 1b;

Option 2. same as above plus treatment Area 2 (NOTE: the 80 ac rectangle in Area 2 is *not* included in this project and its acreage is not reflected in the figures);

Option 3. same as above plus treatment Area 3 (NOTE: the lands included in this polygon that overlap with the yellow square *are* included in this project and this acreage is reflected in the figures); and,

Option 4. same as above plus treatment Area 4.

Hence, a complete proposal will contain four options, with the options reflecting similar protocols applied across a widening landscape. Proposals should also show the per acre cost estimates for the stand delineation and field work, analysis, prescription development, and plan writing (topics are explained in detail below).

STAND DELINEATION

In each treatment area the Contractor will delineate forest stands that average 75-125 acres in size. Individual stands will be expected to be relatively homogenous in species composition, age, structure, understory vegetation, and physical attributes (slope,

aspect, soils). Smaller stands will be allowed in select instances where the characteristics of the stand are clearly different than that in the surrounding forest (e.g., a pocket of old growth, balds). Similarly, stands in excess of 125 acres may be acceptable in limited numbers where forest conditions are very homogeneous.

To assist with the delineation process, State Parks will provide the contractor a set of color stereo air photographs, access to agency GIS data (including color orthos, topographic maps, and priority habitat data), and a Natural Forest Inventory conducted by the Department of Natural Resources (DNR) Natural Heritage Program in 1992 (hardcopy only).

A draft stand delineation map will be presented to State Park staff prior to the initiation of survey activities.

FOREST SURVEY

The Contractor will conduct a combination of variable and fixed-radius plot surveys at a density of one plot / 10 acres in the treatment area(s). State Parks, with the assistance of DNR, will establish a systematic plot grid that covers the areas to be surveyed. At each plot center, the following information will be recorded:

1. Physical attributes
 - Slope (%)
 - Aspect
 - GPS location
2. Overstory characteristics (variable plot, BAF 10, for all “in trees”)
 - Species
 - Diameter at breast height (DBH in inches)
 - Total height (feet)
 - Crown ration (0.1-1.0)
 - Dominance (D,CD, I, S)
 - Canopy closure (densiometer)
 - Snags
 - Species
 - Height (of those > 1.8m)
 - DBH (of those > 10cm DBH)
 - Decay class (based on Washington Department of Natural Resources. 2004. Natural Resources Field Procedures: Forest resource inventory system. FRIS Ver. 1.31. Feb. 04.)
3. Mid- and understory characteristics (within a 0.05 ac [26.33 ft radius] plot surrounding the plot center)
 - Estimate percent cover for 3 most abundant understory and shrub species
 - Estimate, using an ocular count, the number of shrub species (don't have to be identified)

- Estimate the maximum height for the 3 most abundant understory & shrub species
- 4. Coarse woody debris (CWD) (within a 0.05 ac plot)
 - Record the number of pieces (count those >6 inches at large end, where large end falls inside plot)
 - Record decay class (based on Washington Department of Natural Resources. 2004. Natural Resources Field Procedures: Forest resource inventory system. FRIS Ver. 1.31. Feb. 04.)
 - Estimate percent plot covered by CWD
- 5. Fire behavior fuel model (based on Scott, J.H. and R.E. Burgan. 2005. Standard fire behavior fuel models: a comprehensive set for use with Rothermel's surface fire spread model. USDA USFS Gen. Tech. Report RMRS-GTR-153)
- 6. Vegetation associations
 - Beginning at the first plot in each stand, information will be gathered about the dominant vegetation associations and select vegetation attributes found in the stand. Vegetation associations will follow those outlined in one of the following references:

Williams, C.K., B.F. Kelley, B.G. Smith, and T.R. Lillybridge. 1995. Forested plant association of the Colville National Forest. USDA USFS Gen Tech Report PNW-GTR-360. Portland, OR. 140p.

Cooper, D.B., K.E. Neiman, R. Steele, and D.W. Roberts. 1987, Forest Habitat Types of Northern Idaho: a second approximation. USDA USFS. GTR INT-236. 135p.

As the contractor moves from one plot to the next, information gathered about the plant associations and select vegetation attributes found in the stand will be updated. It is possible that the stand may contain more than one dominant plant association, and where this occurs, the contractor will delineate the stand to reflect these major associations. Information to be recorded includes:

VEGETATION COVER	SOIL COVER	SURFACE	PLANT ASSOCIATION
SHRUBS total	rock outcrop		PA1
> 1.5' tall	gravel		RANK1
< 1.5' tall	bare ground		PERCENT1
GRAMINOIDS total	moss/lichen		PATTERN1
perennial	litter		PA2
annual	caves		RANK2
FORBS total	mines		PERCENT2
perennial			PATTERN2
annual	LAND USE		PA3
EXOTICS	Logging History		RANK3
primary spp	Stand Age		PERCENT3
Secondary spp.	Fire History		PATTERN3

Where...(Legend for vegetation association field survey)

VEGETATION COVER includes all vascular plants, mosses, lichens and foliose lichens (crustose lichens excluded they are considered rock); this never exceeds 100%. Space between leaves/branches is included in "cover".

Code	Cover (%)	Cover mid-pt
0	0	0
1	<1	0.5
2	1-5	3
3	5-25	15
4	25-60	43
5	60-90	75
6	>90	95

TREES, SHRUBS, GRAMINOIDS, FORBS, EXOTICS cover includes the space between leaves/branches. Each Life form category canopy cover must be 0-100%. Therefore, the sum of all life forms (layers) can exceed 100%. List most abundant species in each life form category; when trees are cored, note DBH, species, length of core, number of rings counted.

SOIL SURFACE estimate to nearest % the following, the sum of the categories adds to 100%

Rock outcrop = exposed bedrock including detached boulders over 1m across

Gravel/cobble = large fragments between sand and boulder

Bare ground = exposed mineral soil

Mosses/lichens = nonvascular plant cover on soil

Litter = includes logs, branches, and basal area of plants

Describe in comments if there is wide variation in any category; note % standing water if it is persistent or characteristic of site.

LAND USE - put 0 (zero) if not applicable to site.

Logging

1 = unlogged, no evidence of past logging or occasional cut stumps not part of systematic harvest of trees, no or very little impact on stand composition

2 = selectively logged: frequent cut stumps but origin of dominant or co-dominant cohort appears to be natural disturbance

3 = heavy logging disturbance with natural regeneration: many cut stumps that predate the dominant or co-dominant cohort with no tree planting

4 = tree plantation: dominant cohort appears to be planted after clearcutting

Stand Age

1 = very young 0-40 yr	4 = old-growth 200+ yr
2 = young 40-90 yr	5 = young with scattered old trees (2-10 old trees per acre)
3 = mature 90-200 yr	6 = mature with scattered old trees

FIRE HISTORY

PLANT ASSOCIATION (PA) = list all PAs encountered in polygon survey, in comments list source of name if not on provided key. **NOTE:** Contractor is required to consult with the WNHP to obtain the most current classification and condition ranking information available.

Condition Rank of PA in key or estimate

% of Stand = your estimate

Pattern = how PA is distributed in stand

- 1 = matrix (most of polygon)
- 2 = large patches
- 3 = small patches
- 4 = clumped, clustered, contiguous
- 5 = scattered, more or less evenly repeating
- 6 = linear
- 7 = other

EXOTIC = primary species observed; secondary species observed (please pay special attention to noxious weeds). Also note the relative abundance of exotics in each polygon, using the 1-6 cover codes noted above.

There may be one or several vegetation association datasheets completed for each stand.

STAND ANALYSIS

Following the cessation of the field survey, the contractor will analyze the field data, laying the foundation for stand prescriptions. Main topics to be focused on during the analysis include forest fuels and wildlife habitat. During the analysis process, the contractor may deem that the boundaries of the originally delineated stands merit adjustment. Changes of this nature are facilitated by the systematic layout of the survey. Where applicable, changes should be proposed and shared with park staff before a revised stand delineation map is create.

Forest fuels

Stand data should be entered into an EXCEL spreadsheet and values converted to a per acre basis (where applicable – e.g., the vegetation association data do not lend

themselves to a per acre conversion). These summary statistics will then be used to predict fire behavior (flame length, torching potential, etc.) and fire effects (tree mortality), using several public-domain software packages: NEXUS, First Order Fire Effects Model (FOFEM), and Forest Vegetation Simulator (FVS). The contractor needs to have a working knowledge of these programs. When selecting a fire behavior model to apply in these analyses, the contractor will use the model most commonly encountered in a stand (this assumes that some plots, in some stands, may have differing models associated with them). Modifications of stand boundaries should be considered when the plots in a stand are near-equally divided between two models.

Wildlife habitat

This park is important for wildlife of the area since it is the only large forested core area for all of Spokane County. It is important for wildlife species: passerine birds (which includes Neotropical migrants); raptors – particularly goshawk which nests in the Mt Spokane area and all three accipiters during fall migration; moose; elk; deer; and potentially lynx and marten (both have been reported multiple times in and around Mt Spokane). Therefore, using the data derived from this inventory, Habitat Evaluation Procedures (HEP) models will be run for the following species to determine the Habitat Suitability Index (HSI) for the following species: lynx, marten, moose, elk and goshawk. HEP models for the analysis will be provided by WDFW. Finally, separate GIS layers showing: 1) snag density and species; 2) CWD density and % cover; 3) shrub density and species; and 4) understory density and species are to be generated for all forest stands.

STAND PRESCRIPTIONS

Developing treatments for each stand to advance the project goals is part science, part art. The wildfire fuel models provide a scientific basis for stand-level treatments to reduce the risk of a crown fire. Likewise, the wildlife habitat attributes serve to quantify and qualify the habitat available to select fauna, helping to identify significant resources needing protection and / or restoration. The art portion of the silvicultural treatment comes in blending these two, while keeping in mind the full range of project goals (aesthetics, recreational experience). Further complicating this process is stepping back to look at the larger park landscape, and how to apply the stand treatments in both time and space.

The Contractor, working with park staff and key stakeholders, will develop a silvicultural treatment or treatments for each stand (e.g., reduce surface fuels, remove ladder fuels, thin the overstory, augment or remove coarse woody debris) that seeks to best satisfy the project goals. Stand prescriptions should be sufficiently detailed to allow for the marking and implementation of the prescribed treatments. Finally, the contractor, again working with park staff and key stakeholders, will prioritize stands to be treated, in both time and space. This should lead to the creation of a forest mosaic rich in structure and vegetation diversity, where the wildlife habitat and vast majority of stems are healthy.

FOREST PLAN

The Contractor will develop a forest plan that includes all aspects of the project, including the goals, stand delineation and survey methodologies, stand analyses, stand prescriptions, and all relevant supporting data (numeric and visual). The plan will be in an electronic format.

RESPONSIBILITIES

For the survey area, the Agency will provide:

- Prompt response to contractor inquiries and needs for input into the decision-making process.
- An ArcMap workstation where the contractor can access a park boundary layer, ortho-photographs, and Washington Department of Fish and Wildlife Priority Habitat and WHNP data. Options exist to loan these data, off-site, to the successful contractor.
- Use of color aerial photographs covering the survey areas.
- Notification of park manager and staff, including access through locked gates.
- To the extent possible, free camping (for contract-related work periods).

Deliverables:

By 20 June, 2007 the Contractor will provide the following to the Agency:

- An opportunity for Agency and select stakeholders to review and potentially modify the stand delineations and proposed work schedule prior to the initiation of the field survey.
- A survey of each stand, following the protocols outlined above, and during a period that allows adequate species recognition to successfully collect the required data. A GPS point will be recorded at each plot center and the plot center will be flagged to allow agency staff to verify the sample location in the field. A Microsoft EXCEL spreadsheet containing the field survey data will be developed.
- Data from the field survey will be presented in an Microsoft EXCEL workbook linked to the park shape-file map and survey plot locations.
- An analysis of, and development of management prescriptions for, each stand that reflect opportunities to significantly reduce the risk of crown fire; enhance wildlife habitat; and allow for recreational visitation. Development of the prescriptions will occur in conjunction with park staff and select stakeholders, with the contractor serving as the lead at these meetings.
- An electronic report to the Agency representative noting the project background and goals, survey methodology used (including the survey dates); survey results (EXCEL workbook and GIS data); management prescriptions for each stand that

clearly address the project goals; and a discussion of how those stands are to be treated in time and space.

- A photocopy of the field datasheets.

Consultant Submittal:

Firms that desire to be considered are required to submit a letter of submittal; one original response; one (1) 8 ½ x 11 paper copies; and, one electronic version in MS Word 2000 format on a CD of the submittal that shall include or address the following:

- 1) Experience in conducting surveys and developing prescriptions of this nature;
- 2) Level of staffing available to work on the project;
- 3) Proposed timeline to accomplish the tasks;
- 4) The number of treatment areas that can successfully be completed during the given time period (options 1-4);
- 5) Costs to accomplish the work;
- 6) The contractor's location (and its associated impacts on travel, ease of contact); and,
- 7) A summary of quality assurances and history of completed, relevant work, in a format consistent with Attachment 1 – Required Consultant Information.

Scoring Criteria and Evaluation:

Selection criteria and relative weighting of proposal review shall include the following:

- ♦ 30% experience in conducting surveys and developing prescriptions of this nature;
- ♦ 20% level of staffing available to work on the project;
- ♦ 20% proposed timeline to accomplish the tasks;
- ♦ 10% the number of treatment areas that can successfully be completed during the given time period;
- ♦ 20% costs to accomplish the work;

Evaluation. Responses shall be evaluated strictly in accordance with the requirements set forth in this RFP and any addenda that may be issued. All responses, including the Letter of Submittal and Required Information, shall be reviewed by the RFP Project Manager for completeness and compliance with the administrative requirements and instructions specified in this RFP. Responsive and responsible submittals will advance to the selection team for final review. State Parks may, upon completion of the evaluations, conduct an in-person interview with the project managers of the highest scoring firms. Consultants should be prepared to have their project managers available for an interview, at a time to be determined, at State Parks Headquarters, in Olympia, Washington.

Schedule if Selected:

The consultant shall meet with the Project Representative to discuss progress and review of available drafts, as follows:

Immediately following the contract signing the Project Representative, select HQ and Regional staff, and Mount Spokane State Park staff will meet with the Contractor to review the scope of work. Future meetings will be on an "as needed" basis. At a minimum, the Contractor will be expected to contact the Project Representative at the start of each phase of the work.

Submittals that do not comply with all of the above requirements may be excluded from the review process.

Mail or deliver RFP submittals to:

Washington State Parks and Recreation Commission
Attention: Robert Fimbel, Stewardship Service Center
7150 Cleanwater Drive SW
PO Box 42650
Olympia, WA 98504-2650

No FAX or e-mailed copies will be accepted.

Submittals will be accepted until **5:00 p.m., Friday, September 8, 2006.**

Following written evaluation and ranking of these submittals, the selection team may interview selected firms. It is hoped that the project will be awarded to the selected consultant within a week of final selection.

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End of RFP

FIGURE 1A
MOUNT SPOKANE STATE PARK
POLYGONS – ORTHOGRAPHIC

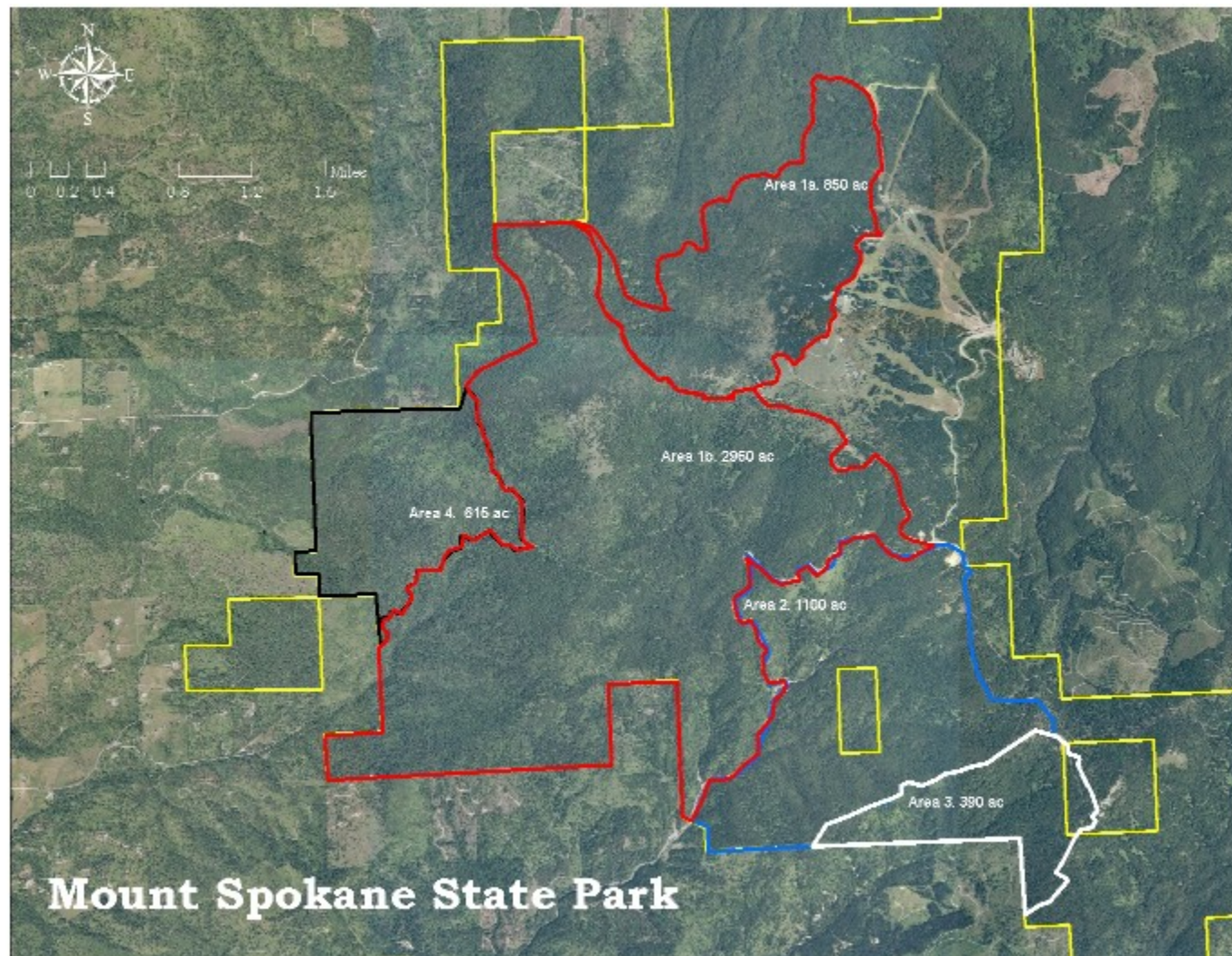
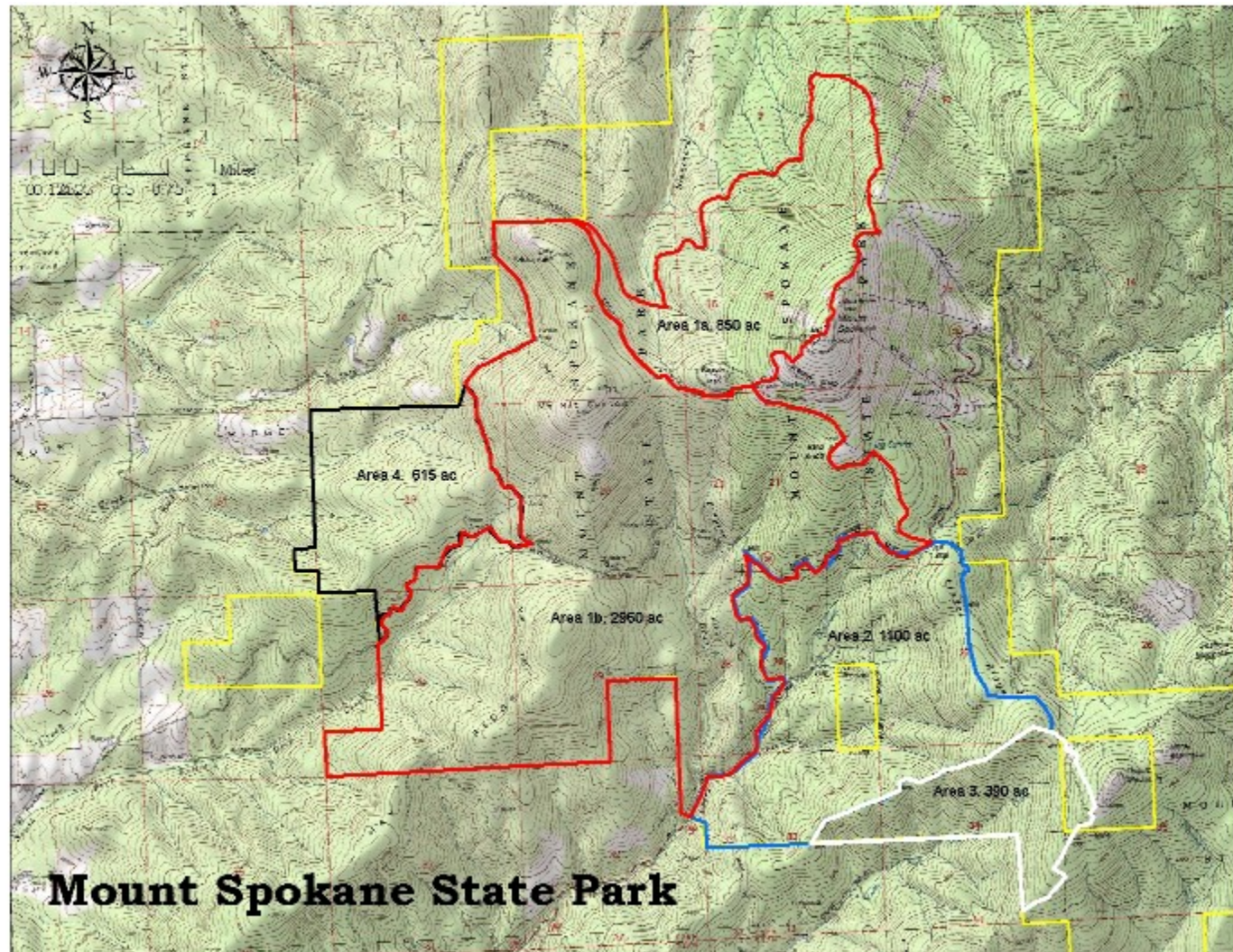


FIGURE 1A
MOUNT SPOKANE STATE PARK
POLYGONS – TOPOGRAPHIC



**ATTACHMENT 1
REQUIRED CONSULTANT INFORMATION**

(1) Consultant Identifying Information

(a) Consultant Name and Address

Provide consultants name, address, principal place of business, and telephone number.

Name:

Address:

City, State, Zip:

Phone:

Company Internet Website:

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(b) Location Address (if different from above (1)(a))

Address:

City, State, Zip:

(c) Principal Officer

Name, address and business telephone number of the principal officer (e.g.: President, Vice President, Treasurer, Board Chairperson) of the consultant organization.

Name & Title:

Address:

City, State, Zip:

Email:

Phone:

()

(d) Organization and Year

Legal status and business structure (corporation, partnership, sole proprietorship, etc.) of the consultant and the year entity was established.

Status:

Year Established:

(e) Employer Identification

Employer identification numbers. Sole proprietorships and individuals may provide their Social Security number in lieu of a Federal Tax Identification Number.

**Federal Tax Identification No.
(T.I.N.)**

WA Uniform Business Identifier

(f) RFQ Contact

Contact information for consultant's RFQ Contact.

Name & Title:

Address:

City, State, Zip

E-Mail:

Phone:

Fax:

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ATTACHMENT 1
REQUIRED CONSULTANT INFORMATION

(2) Additional Mandatory Information

(a) Contract Performance

Indicate if the consultant has had a contract terminated for default in the last three- (3) years. Termination for default is defined as notice to stop performance which was delivered to the consultant due to the consultant's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the consultant, or (b) litigated and determined that the consultant was in default. If no such terminations exist, the consultant is to so declare.

Note: If the consultant has had a contract terminated for default in this period, the consultant shall submit full details including the other party's name, address, and phone number. The Commission will evaluate the facts and may, at its sole discretion, reject the response on the grounds of past experience.

Termination:

Reason:

(b) Consultant's Employee Relationship to State

If the consultant or any party named above was, or is, an employee of the State during the past 24 months, the following information is required: 1) name; 2) agency employed by; 3) title; 4) and separation date.

If, following a review of this information, it is determined by the Commission that a conflict of interest exists, the consultant may be disqualified from further consideration for the award of this contract. If no such relationship exists, the consultant is to so declare.

Company:

Agency:

Title:

Separation Date:

(c) Persons Employed Both by State and Consultant

Consultants employing or having on their governing board as of the date of their response, State employees, or former State employees shall identify such persons and their position and responsibilities within the consultant's organization. If, following a review of this information, it is determined by the Commission that a conflict of interest exists, the consultant may be disqualified from further consideration for the award of ensuing contracts. If no such relationship exists, the consultant is to so declare.

Name & Title:

Agency:

Responsibilities:

Current or Former Employee?

If former, provide separation date

(d) Subcontractors

If the responding consultant is using the capabilities of any subconsultant(s), that are not a part of the consultant's company/business, in responding to this RFQ, then these entities must be identified below. If no such relationship exists at the time the response is submitted, then use of any subconsultant(s) requires prior written consent of the Commission.

Name:

Address:

City, State, Zip:

Phone:

General Description of

Responsibilities and/or

Categories of Expertise:

()



STATE OF WASHINGTON

WASHINGTON STATE PARKS AND RECREATION COMMISSION

7150 Cleanwater Drive SW • P.O. Box 42650 • Olympia, WA 98504-2650 • (360) 902-8500

Internet Address: <http://www.parks.wa.gov> - TDD: (360) 664-3133

August 29, 2006

To: Interested Parties

From: Robert Fimbel, Chief, Resource Stewardship

RE: Mount Spokane State Park – Forest Health RFP

Question: What is the estimated value of the contract?

Answer: The estimated value of the contract is approximately \$40,000.